



PUBLIC WORKS / PARKS DEPARTMENT SAFETY COMMITTEE

October 26, 2010

MINUTES

Meeting called to order at 9:05 AM

Present: Jim Julius, Mark Radtke, Adam Alix, Corey Gordon, Bill Basler Sr., Todd Drew, Ken Popelka, Vince Maas, Tim Jacobson, Sue Nett, Brian Tungate

Absent: Jeff Neiland, Pamela Captain

Approval of Minutes – Motion to approve minutes from the August 24, 2010 meeting made by M. Radtke second K. Popelka.

A. Old Business

1. **EOEP Maps** – Jefferson Park Bathhouse in process.
2. **Recycle Truck** – Seat issue progress.

C. New Business

1. **Monthly Safety Topic** – “ Learn the ABCs of extinguishers and you won’t get burned” was distributed and discussed.
2. **Injury Review** – 1 injury Parks Department
 - Employee had 2nd finger pinched at knuckle and nail between the stabilizer and stabilizer arm. Employee attempted to free a stuck part which should move freely. Part was forcibly moved with resulted in finger being slammed in between. Recommendation that improperly operating parts be repaired and that the activity be done with both hands holding on the outside of the stabilizer arm. Necessary repairs should be conducted immediately to ensure proper function.
3. **Sign Placement on Sidewalks** – Per J. Card recent changes to ADA does allow sign placement in the right of way where historically that was considered a hazard. When signs are placed on or partially on a sidewalk reflective cones are used to mark the feet of the signs. If necessary to place signage on the sidewalk on bridges, etc resulting in a closed sidewalk, signage will be placed to provide advance warning to handicapped pedestrians. Sign placement is ultimately at the discretion of the person placing the sign.
4. **Public Works Facility Walk Thru** – postponed
5. **Other items** – No other new items discussed.

D. Training

1. Status of Computer Trainings – T. Drew requested that employees be reminded to complete trainings.
2. Chain Saw Training – November 4, 2010 Library Company E Room. 7 parks and 14 DPW employees to attend. Stihl to conduct training.
3. Fire Extinguisher Training Review – training considered to be a good training, simulator provided good review. Recommended that real fire refreshers also be conducted periodically.
4. Other Training – No other items discussed.

E. Adjourn: Motion V. Maas second by B. Tungate P. Captain @ 9:50 AM